



## RESOLUTION 22-04

### A RESOLUTION TO ESTABLISH A PARK & RECREATION COMMISSION

**WHEREAS**, the Town Charter serves as the chief governing document for the Town of Millville; and

**WHEREAS**, Section 15(d) of the Town Charter provides, “The Mayor may appoint such other committees as he or she deems necessary for the proper administration of The Town of Millville or the Council may, by resolution, authorize the Mayor to appoint certain committees which are deemed necessary to carry out the provisions of this Act”; and

**WHEREAS**, the Town has created its first park and seeks to establish a commission to assist therewith; and

**WHEREAS**, the purpose of The Parks & Recreation Commission (“the Commission”) will be to serve as advisors to the Town Council and Town Manager on issues related to the park, including any referred policy matters that pertain to park and recreation services. They are to take initiative in planning for the present and future park and recreation needs of the residents of Millville and surrounding communities;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Millville that the functions of the Commission are as follows:

- Review current park facilities and recreation programs to determine additional needs and submit recommendations pertaining to park and recreation guidelines policies, facilities, or user fees, to the Town Council and Town Manager.
- Provide and gather public input on park and recreation related long-range plans.
- Serve in an advisory capacity to the Town Council and Town Manager for location, construction, maintenance and funding of park and recreation facilities.
- Make recommendations to the Town Council and Town Manager on operating and capital budget needs as well as fees and charges.
- Promote maximum utilization of park, recreation facilities and programs.
- Determine how to keep the Millville Park’s facilities up to a high standard.
- Consider how best to provide Millville’s residents with a wide variety of recreational opportunities.

**BE IT FURTHER RESOLVED** that the Commission shall have three voting members, all of whom shall be appointed by the Mayor and confirmed by the Town Council, with the term of each member being three years, and with the Commission meeting on an as-needed basis but no less frequently than quarterly basis.

**BE IT FURTHER RESOLVED** that each appointee to the Commission must be a *bona fide* Millville Town resident having attained the age of 21 years, with an interest in developing and supporting Millville's Park and recreational facilities and working with members of the Town Council and Town Manager in that regard.

**BE IT FURTHER RESOLVED** qualified applicants must submit a letter of interest and a resume to the Town Manager by a date set by the Town Manager.

**I, ROBERT WISGIRDA**, Secretary of the Town Council of the Town of Millville, do hereby certify that the above Resolution was passed at the meeting of the Town Council, duly called, and convened, held on the 22nd day of June 2021, at which a quorum was present and voting throughout and that same is still in full force and effect.

 6/23/2021  
**ROBERT WISGIRDA**  
**SECRETARY OF TOWN COUNCIL**

**SYNOPSIS**

The Resolution establishes a Parks & Recreation Commission for the Town of Millville, including its purposes and qualifications for appointment.